

# Cedar Highlands

## HOA BOARD MEETING MINUTES

Thursday, October 10, 2024, at 3:00 PM  
Cedar City Public Library, 303 N 100 E, Cedar City, Utah

### START RECORDING

1. **WELCOME BY PRESIDING CHAIR:** Tom Wootton, Vice President, welcomed the meeting attendees and confirmed that there was a quorum of the board members.
2. **APPROVAL OF THE AGENDA:** Tom entertained a motion to approve the agenda, Jim Helsper motioned for approval, and Lori Silva seconded. The agenda was approved unanimously.
3. **CONSENT AGENDA:** Tom entertained a motion to approve the consent agenda, a motion was made by Patti Palanza and seconded by Jim Helsper. The consent agenda was approved unanimously.
4. **ACTION ITEMS:** Tom informed the meeting attendees that Stan Carrizosa submitted his resignation , by email, on the morning of 6 September 2024. The Board has been soliciting nominations to fill this open Director position since Stan's resignation.
  - a. Tom indicated that Jim Grimes had submitted his name for consideration. Tom solicited the meeting attendees for any additional nominations, Debra Hartman, as proxy, submitted David Hinners for consideration. Tom asked Debra about David's qualifications. She advised that he knows 501c rules and that he has law enforcement experience.
  - b. Tom entertained a motion for a short recess to discuss the nominees' qualifications, Jim H. made a motion and Patti seconded the motion. The motion passed unanimously. All board members left the room, at 3:05 PM and they returned at 3:14 PM, and the regular meeting was reconvened.
  - c. Tom entertained motion to vote on Jim Grimes' nomination. Patti made a motion and Jim H. seconded. As presiding chair, Tom abstained from voting. Patti and Jim H. voted for Jim Grimes.
  - d. Tom entertained a motion to vote on David Hinners' nomination. Jim H. made the motion and Patti seconded. Lori voted for David.
  - e. Jim Grimes was confirmed by the Board as the appointee by majority vote. Tom welcomed Jim Grimes, who was in attendance, to the Board of Directors.
  - f. Restricted account balance is \$18,084, with \$84 in interest. Our statement balance is \$58,597, and our current balance is \$57,918 since we cut checks to Jenkins-Bagley (\$127.05) and Western Legacy Accounting (\$482.50). We've earned almost \$4200 from \$64,173.18 in CDs. We prepaid \$100 in taxes, so there are no more anticipated taxes due this year.

### **5. COMMITTEE REPORTS TO THE BOARD:**

- a. **Fire/Safety:** Tom reported that there has been nothing new since last month. We are still working on a wildfire preparedness plan and the grant that goes along with it. *Tom & Lori*

**b. Roads:** There were no additional road expenses as of 8/31/24. Joe will finish the work that we voted on by 11/9/24. We set up a Roads Committee meeting, on 10/18/24, at 3:00 PM, at the Silva's house. Tom advised of a water main break on High Maple Circle. This happened a month ago and those responsible haven't contacted us but we will be resolving this ASAP. Lori publicly read a letter clarifying her comments on 8/31/24. She had agreed to remain on the Board to maintain a good relationship with our road contractor, Joe, at Tractor Works. *Lori & Rick*

**c. ARC:** Patti reported that she emailed requests to everyone on that list to email her progress reports. It is the members' responsibility to report to the Board, not the other way around. We need to know their status, review their permits, and we need COOs upon completion. She received responses and we will post her ARC report on our website. There were no new applications, some ongoing projects with no actions requested, and fifteen ongoing projects. *Patti & Tom*

**d. CCR/Bylaws:** *No new reports.*

**e. CICWCD/ CH HOA Water Tank & Fire Hydrant Agreement:** Tom entertained a motion to allow Greg Pierce, Administrative Officer, to speak. Lori made the motion and Patti seconded. The motion passed unanimously. Greg informed the Board that the original projected time for the issuance of the water tank contract was scheduled for 10/8/24. It did not happen on that date as the water conservancy received a record number of bids and active interest. The water conservancy board will address all questions from the sixteen interested parties. He believes the new date for consideration will be 10/22/24. *Greg Pierce & Lori*

## **6. INFORMATION ITEMS (PROPOSED 2025 GOALS):**

a. The Board will be reviewing our By-laws and CC&Rs, with the objective of reclassifying the seasonal community status.

b. The Board will consider increasing our annual dues for our 2025 budget at the next meeting.

c. Tom spoke of our urgent need to fill Stan's vacant position. We agreed, in executive session, to temporarily pause public comments on today's open meeting. We encourage Members to contact us via email ([board@cedarhighlandshoa.org](mailto:board@cedarhighlandshoa.org)) or by phone.

**7. NEXT MEETING:** THURSDAY, NOVEMBER 14, 2024, 3:00 PM, @ the Cedar City Library @ 303 N 100 E, CEDAR CITY.

**8. ADJOURN:** Tom informed the meeting attendees that an executive meeting would be held immediately after the regular meeting. Tom then entertained a motion to adjourn the meeting. Jim H. made a motion to adjourn, Patti seconded, and the motion passed unanimously. The meeting was adjourned.

**END RECORDING**

**Meeting adjourned at 3:33 PM.**